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Safeguard Sandia

SECURITY INSIGHT FOR FACILITY SECURITY OFFICERS (FSOs)

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The New HSPD-12 Badges

As you may know, per Homeland Security Presidential Directive 12 (HSPD-12), all Members of the Workforce will be receiving new badges. This article will provide you with an understanding of the directive and how the badging process will work.

WHY DO WE NEED THE NEW BADGE?

HSPD-12 was issued on August 27, 2004, with the objective of preventing terrorists from gaining access to federal facilities.

The National Institute for Standards and Technology (NIST) developed and issued a technical standard titled "Federal Information Processing Standards (FIPS) 201, Personal Identity Verification (PIV) of Federal Employees and Contractors." The PIV standard consists of two phases: PIV-I and PIV-II.

PIV-I establishes a new process for personal identity proofing, registering, and issuing of security badges for physical access to secure facilities. To meet the standard of FIPS 201 and provide implementation guidance for the first phase of HSPD-12, DOE N 206.2 was issued on September 14, 2005. This notice was superseded by DOE N 206.3, which was subsequently replaced by DOE N 206.4.

PIV-II will supplement the PIV-I process by requiring the issuance of a new federal credential (badge), which will include smart card technology. The new badge will eventually provide identity verification for both physical and logical (cyber) access to secure facilities.

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Coordinator's Corner

Security Awareness Team

Change is in the Air

Isn't Autumn a beautiful time of year — leaves turning beautiful reds, golds, and browns; apple orchards ready for the picking; and the onset of cooler weather? Yes, change is in the air. And there are changes in Security Awareness as well.

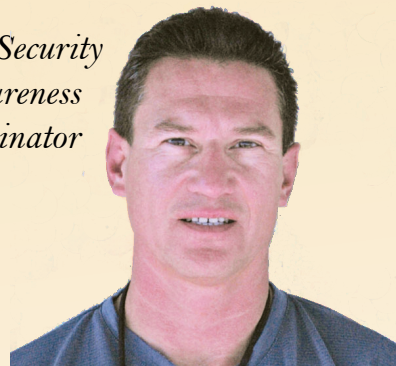
Beginning next month, I will be leaving the Security Awareness Program and taking over the Operations Security (OPSEC) Program previously managed by Reggie Tibbetts. As some of you know, Reggie has been promoted to Manager of the Information Security Department.

While I will be managing the OPSEC Program, I will still be working with the Awareness team on many mutual projects. OPSEC and Awareness have a “hand-in-glove” relationship and will be supporting each other to ensure that our programs remain strong.

As the outgoing Awareness Coordinator, I thank you for your support. As the new OPSEC Administrator, I look forward to working with you and Awareness.

Charles Montoya

*Security
Awareness
Coordinator*



Security Awareness is Still Here

We hope those of you who attended the FSO Conference enjoyed and benefited from it. However, our work is never done. We want to make sure we improve our efforts to communicate DOE and Sandia's security concerns and requirements to all of you. But most of all, we want to make sure that we understand your needs. Dionne Hidalgo (our California Security Awareness coordinator)

and I encourage you to call or e-mail us with your comments and concerns. In other words, help us help you. You can reach Dionne at (925) 294-4649 or dlhidal@sandia.gov or me at (505) 284-2416 or fparmijo@sandia.gov.

Fran Armijo

Security Awareness Coordinator

The New HSPD-12 Badges . . .

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THE PROCESS FOR OBTAINING A NEW BADGE

Four badging centers are planned for Albuquerque, including two at Sandia. Lawrence Livermore National Laboratory (LLNL) is planning to host two badging centers for the Livermore area.

Sandia employees will be enrolled first, followed by subcontractors and consultants.

When you are individually notified that it is time to get your new badge, you will be instructed to:

- Make an appointment on-line to visit the enrollment center.
- Bring two forms of identification to the badging center, one of which must be a government-issued photo ID, such as a driver's license or passport.
- Have an official digital photo taken by the badging center.
- Have official digital index fingerprints taken. (Fingerprints will be embedded in the chip on the new badge.)
- Have two other forms of digital fingerprints taken ("slap and rolled"), which will be kept on file.

The badge will be printed from a central facility and mailed to Sandia. When you are notified that your badge has arrived (approximately a 3-week wait), you will need to:

- Activate your badge by having digital index fingerprints collected at the credentialing center, to be compared to your index fingerprints.
- Present a government-issued photo ID (driver's license or passport).
- Have your badge enrolled into Sandia's physical access system.

ABOUT THE NEW HSPD-12 BADGE

The badge will not use colors to indicate clearance level. Instead, color differentiation will be used to indicate the type of individual, as follows:

- Blue stripe — foreign national
- Green stripe — contractor
- Red stripe — first responder
- White (no stripe) — federal employee

All credentials will have start and end dates and will be valid for 5 years.

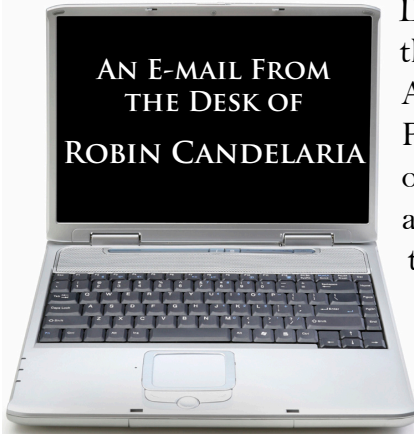
Only DOE agency individuals (includes employees, consultants, and subcontractors of the DOE contractor-operated sites, such as Sandia) will have an indication of clearance level on their badge, in the form of a "Q" or "L" printed on the face of it.

A replacement badge will cost Sandia a minimum of \$30.00 and will take 2 to 4 weeks to obtain.

Uncleared visitors will continue to receive site-specific badges issued by the Personnel Security Department.



Accelerated Access Authorization Program Terminated



DOE established the Accelerated Access Authorization Program (AAAP) over 13 years ago to expedite the granting of “Q” access authorizations for DOE federal and contractor

clearance processing times, DOE determined that the AAAP is obsolete and immediately terminated the program earlier this month. Upon notification from DOE, the New Mexico Clearance and California Visitor Control offices discontinued processing AAAP requests. Please direct questions to Delvin Wood (4233-1) at 505-284-5870 or Theresa Price (8511-1) at 925-294-3043.

employees. In 2006, sites within the DOE Complex had the opportunity to provide input on the effects of DOE terminating the AAAP. After evaluating site feedback and ways to improve

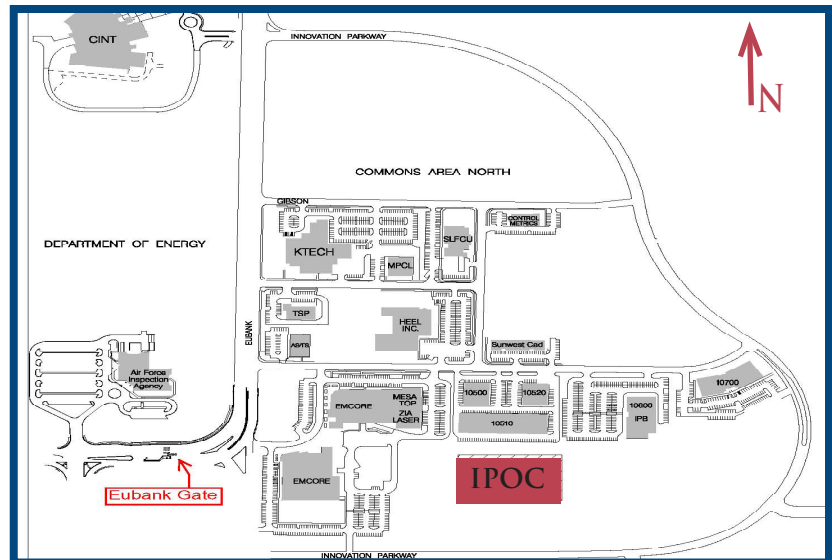
Robin N. Candelaria
Administrative Assistant
 Personnel Security Department, 4233

Personnel Security has Moved Off Base

If you haven’t had time to look at our Contractor website or had the opportunity to visit Sandia’s Badge or Clearance offices, you probably aren’t familiar with the Innovation Parkway Office Center (IPOC). These offices are now located in the IPOC:

- Badge Office
- Clearance Office
- Foreign Interactions Office
- Foreign Ownership, Control, and Influence Office

This is a great move allowing visitors to get badges or process other paperwork without having to gain access to Kirtland Air Force Base.



BADGE OFFICE HOURS:

- 7:15 am to 4:00 pm, Monday thru Thursday
- 7:15 am to 3:00 pm on Fridays

CLEARANCE OFFICE HOURS:

- 8:00 am to 4:00 pm, Monday thru Thursday
- 8:00 am to 3:00 pm on Fridays

FSO Conference Comments

For those of you able to attend our conference in August, thank you for giving us the opportunity to go over some of the new requirements, changes, and problem areas with you. Some of the comments we received after the conference are below:

- *I have been to these for 4 years, and this was the best. Possibly include a speaker like Ron Olive in the afternoon session as well.*
- *Excellent workshop, great presentations.*
- *I have been attending the conference for the last 6 years. This was shorter but more concise.*
- *Great job, everything was well prepared and valuable.*
- *Continue the improvements. Very innovative from year to year.*

Obviously, you felt this conference was beneficial. As you could see, a lot of subject matter experts participate in our conferences. We are always grateful for both their willingness to prepare and deliver presentations and their eagerness to learn from your feedback. There is a lot of behind the scenes work that goes into ensuring that the facility is ready and adequately meets our needs, and that the information you receive is reviewed, printed, and compiled properly. Gratefully, Margret Tibbetts has taken the lead in those behind the scenes preparations. Thank you Margret! Many thanks, as well, to all our subject matter experts and our extended Awareness team of Janell Waquie, Sally Kmetz, Sarah Buttram, and Julie Brewster.

Some of you commented that the sound system could have been better. We agree wholeheartedly, and will ensure that this problem does not occur next year. A couple of you commented that the temperature was uncomfortable; we'll also address that next year. In the meantime, please remember that we encourage you to talk with us all year long to not only share your ideas on the upcoming conferences but on how to improve communication with you.

Below are other comments and our responses.

IS A NETWORKING LIST A POSSIBILITY?

This might present a problem. Unless we're assured that everyone on our attendance sheet agrees to have his or her name shared with the other attendees, we feel that this might amount to an OPSEC concern. We'll make it a point to ask our invitees if this information can be shared.



COULD WE GET A LIST OF THE SNL CONTACTS ON ONE SHEET?

We currently have a contact list on our Contractor website, albeit it is limited to providing functions and phone numbers. Also, the Reporting Requirements matrix on the website provides additional contact information. We do not identify individuals because this particular website is open to the public, not just to FSOs. We have, however, provided a list with more comprehensive information on pages 6 and 7 of this newsletter.

AN NSA PRESENTATION ON TECHNICAL ELECTRONIC CAPABILITIES WOULD BE GREAT.

Hmm! Something to consider for our next conference.

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SNL/NM

SECURITY CONTACTS

FUNCTION(S)	TELEPHONE #
HELP DESK FOR SAFEGUARDS & SECURITY	505-845-YESS 505-845-9377
BADGE OFFICE (ACCESS CONTROL/ESCORTING RESPONSIBILITIES) INFORMATION LINE	505-284-3103
CLEARANCE OFFICE (CLEARANCE REINVESTIGATIONS, CONSULTANTS/ CLEARANCES/TERMINATIONS) INFORMATION LINE	505-284-3103
CORPORATE INVESTIGATIONS	505-845-9900
COUNTERINTELLIGENCE	505-844-4288 505-284-4894
FARA COORDINATOR (CSCS FORMS)	505-284-5136
FOREIGN OWNERSHIP CONTROL AND INFLUENCE	505-284-5679
FOREIGN TRAVEL HELP LINE	505-844-1300
FOREIGN VISITS & ASSIGNMENTS HELP LINE	505-844-8263
MARRIAGE REPORTS AND COHABITATIONS INFORMATION LINE	505-284-3103
OPERATIONS SECURITY (OPSEC)	505-844-2697
SECURITY AWARENESS COORDINATOR	505-284-2416 505-845-7776
SECURITY INCIDENT MANAGEMENT PROGRAM (SIMP) PAGER NUMBER	505-540-2382
TECHNICAL SURVEILLANCE COUNTERMEASURES (TSCM)	505-844-7757

SNL/CA

SECURITY CONTACTS

FUNCTION(S)	TELEPHONE #
HELP DESK FOR SAFEGUARDS & SECURITY	505-845-YESS 505-845-9377
ACCESS CONTROL/ESCORTING RESPONSIBILITIES	925-294-3043 925-294-1358
CLASSIFICATION OFFICER	925-294-2202
CLASSIFIED MAIL/SHIPPING CHANNELS	925-294-2980
CLASSIFIED MATTER PROTECTION & CONTROL	925-294-3160
CLEARANCE GRANTS/REINVESTIGATIONS/ UPGRADES/DOWNGRADES	925-294-2061
CLEARANCE TERMINATIONS	925-294-2243
CORPORATE INVESTIGATIONS	925-294-2531
COUNTERINTELLIGENCE	925-294-6199
DEROGATORY REPORTING	925-294-2061 925-294-3043
FOREIGN OWNERSHIP, CONTROL, OR INFLUENCE & FARA COORDINATOR (CSCS FORMS)	925-294-2243
FOREIGN TRAVEL	505-844-1300 505-845-8488
FOREIGN VISITS & ASSIGNMENTS	925-294-3042 925-294-3740
MARRIAGE REPORTS AND COHABITATIONS	925-294-2061
OPERATIONS SECURITY (OPSEC)	925-294-2454
PROTECTIVE FORCE	925-294-2300
SECURITY AWARENESS COORDINATOR	925-294-4649
SECURITY INCIDENT MANAGEMENT PROGRAM (SIMP)	925-294-3238 888-932-9710
TECHNICAL SURVEILLANCE COUNTERMEASURES (TSCM)	505-844-7757

FSO Conference Comments . . .

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THERE IS SOME CONFUSION ON CLEARANCE/BADGING POLICIES BETWEEN LANL AND SNL/NM. CAN SOMEONE CLEAR THIS UP?

Deena Edwards, LANL's Security Awareness Coordinator, was specifically asked to attend our conference so that she could address this issue, which was brought up last year. If you prefer not to ask a question in front of a group of people, please nudge one of us and we'll do the asking for you. Next year, we'll make this a topic for discussion.



IS A CONSTRUCTION CONTRACTOR-SPECIFIC FSO WORKSHOP A POSSIBILITY?

Much of what we talk about at these conferences (formerly known as workshops) applies to non-construction and construction subcontractors alike. Badging and clearances, foreign interactions, foreign travel, and reporting requirements are areas that apply to all cleared subcontractors. However, when asked, or when we find it necessary to reinforce information, we are obligated to discuss such things as Cyber Security and the Security Incident Management Program (SIMP).

PROPER MARKING CAN BE DIFFICULT. WHERE CAN WE FIND MORE DETAILS ABOUT UCNI, SENSITIVE, ECI, PII, ETC?

Check out our website: <http://www.sandia.gov/FSO>.

REAL WORLD EXAMPLES WOULD HELP.

We can do that.

CAN THE WORKSHOP BE HELD DURING NON-YEAR-END MONTHS?

As you may know, the federal government's budget calendar runs from October 1st through September 30th of each year. And this year, like last year, government agencies and programs are being temporarily funded through what is called a continuing resolution. Because we may not know what, if any, funds are available for things like the FSO conference until midway through the budget calendar year, it is necessary for us to schedule our conference for August.

PUT THE MORE LIVELY SPEAKERS AFTER LUNCH.

Gee, we thought we had at least one lively speaker after lunch. But that's a good point – all speakers need to engage the audience.

PEOPLE CONTINUED TO ANSWER THEIR CELL PHONES DURING PRESENTATIONS. THIS WAS A HUGE DISTRACTION.

Attendees were asked to put their cell phones on vibrate. We'll make sure to repeat our announcement about cell phones.



A Reminder to Report Significant Changes Affecting FOCI



Don't
forget

Our Foreign Ownership, Control, and Influence (FOCI) offices thought it would be a good idea to remind you to report certain information.

For instance,

you should report

changes to any of the following circumstances located on the Standard Form 328, *Certificate Pertaining to Foreign Interests*:

- Foreign ownership (of or by the company)
- Non-U.S. citizens serving as members of the company's Board of Directors, executive personnel, general partners, regents, trustees, or senior management officials
- Foreign individuals with power to control elections, appointments, or tenure of members of the organization's governing body
- Foreign contracts and agreements
- Foreign obligations, liability, or indebtedness
- Foreign sources of income
- Foreign voting securities
- Any company officer or executive serving as a consultant to foreign person(s)
- Foreign influence on company operations

Report any increase in a previously reported threshold or factor that was favorably evaluated by DOE.

Report changes in previously reported financial thresholds, such as:

- An increase of 5% or more.
- A shift of 5% or more by country location of end user for revenue, income, or lenders indebtedness.
- Any ownership or control changes for your company.

Report if there are any anticipated changes, such as:

- Any termination, merger, or sale that affects the company's ability to perform contract obligations to Sandia.
- Imminent adjudication or re-organization in bankruptcy.
- Any negotiations of sale to non-U.S. citizens.
- Any discussions or consultations with foreign interests that could be expected to lead to an increase of FOCI.

And never forget to report general changes, such as:

- Company name change
- Company address or phone number change.
- Re-designation of FSO.
- Any changes in key management personnel for the company that have been previously approved by DOE.

Please ensure that you immediately report all changes to SNL/NM or SNL/CA (depending on which office is the Designated Responsible Office for your site) using the E-FOCI website.

As always, please feel free to contact the SNL/NM FOCI Office at 505-845-0428 or the SNL/CA FOCI Office at 925-294-2243 if you have any questions.

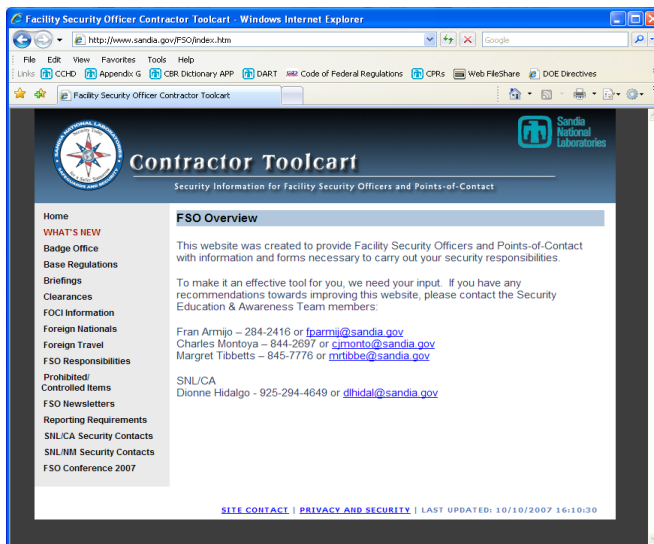
The New Contractor FSO Website

If you look at the Contractor website (<http://www.sandia.gov/FSO>), you'll notice that the first item on the website is "What's New." We thank Frank Moynihan of RhinoCorps, Ltd Co., for suggesting this addition. Please understand that this website is still evolving. We can certainly use, and do appreciate, any input you might have to make this a better site. So please, check

out the website and give us your comments.

Currently, in "What's New" you'll find information on:

- The Badge Office and Clearance Office move off base.
- Encryption of Sensitive unclassified information transmitted via e-mail.
- HSPD-12 and PIV-II.
- OUO markings.
- Clearance Office FAQs.



Safeguard Sandia

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WE'RE ON THE WEB!

<http://www.sandia.gov/FSO/>



Sandia National Laboratories is a multi-program facility operated by Sandia Corporation, a Lockheed Martin Company, for the United States Department of Energy's National Nuclear Security Administration under contract DE-AC04-94AL85000.

NEWSLETTER SUBMISSIONS

If your group or organization would like to provide content for this newsletter, please submit suggestions and articles either to Fran Armijo (fparmij@sandia.gov) or Dionne Hidalgo (dlhidal@sandia.gov). Because compiling such information is an ongoing process, submittals can be e-mailed to us at any time during the publication cycle.